

**Minutes
West Lafayette Historic Preservation Commission
Morton Community Center
222 N. Chauncey Avenue
West Lafayette, IN 47906
July 14, 2015**

The meeting was called to order at 5:59 p.m. by Susan Curtis, President, who presided.

Present: Peter Bunder, Susan Curtis, Philip Keller, Persis Newman, Chandler Poole, Arnold Sweet, Chris Kulesza

Absent: Kelly Busch, Linda Martin, Kurt Wahl, Jim Sondgeroth

The minutes of the May 27, 2015 Historic Preservation Commission meeting were reviewed by all members. Philip Keller moved to approve the minutes. Peter Bunder seconded. Chris Kulesza abstained from voting. Approved 5-0.

Historic Preservation Guide Update – Katie Morrison

Arnold Sweet noted that there was a spelling mistake on p. 17 of the draft Historic Preservation Guide. Resiner should be spelled “Reisner.”

Susan Curtis discussed that there are some architectural forms in New Chauncey that are not discussed in the guide. There are at least two California (Spanish) Revival homes with one on Park Lane. Commissioner Keller stated that he believes this should be more inclusive to the different styles that may or may not be in New Chauncey so if this moves to another neighborhood the entire book doesn’t have to be re-written. Most of this could be lifted from the Wabash Valley Trust book that we’ve been using as a guide. Commissioner Keller stated that if there are styles in the New Chauncey historic district that aren’t in the book, they have to be in there. American Foursquare and Dutch Revival are some other styles that were missed in the Guide. Commissioner Curtis believes that the guide should be inclusive.

Commissioner Sweet questioned if there will be any consideration to making the area he lives in a historical district. Commissioner Curtis believes that this is a decision that the Commission needs to discuss. As we look to the future, if we identify that and go through the process of making that area a local historical district, the mid-century modern would be a big part of it. That style of house would then need to be added to the guide.

Commissioner Newman questioned whether or not this Guide would be in hard copy to distribute to applicants. Mr. Poole stated he’d make sure that there would be copies available in the Department of Development for those that apply. Commissioner Keller suggested they should be placed in the library for check out as well.

Commissioner Curtis mentioned that she accepted an invitation to have a booth at the West Lafayette Farmers Market on August 5 from 3:30 until 7:00 p.m. This gives the community an opportunity to talk to the Commissioner and find out what exactly they do. Having a hard copy of the Guide would be a great thing to have at the booth.

Mr. Poole suggested putting a date on the approved, current version. When new sections are added, we can update the date on the front cover so that it's known which the most current version is. This should be a living document that changes as necessary.

Commissioner Curtis suggested talking to Katie to determine if she can make the changes her current contract, or if she needs a new one.

Commissioner Newman motioned to accept the draft of the West Lafayette Historic Preservation Commission Resource Guide as amended. Commissioner Keller seconded. This motion was approved 6-0.

Revised COA Application

Commissioner Keller discussed the changes to the Certificate of Appropriateness application. Commissioner Bunder moved to accept the revised Certificate of Appropriateness. Commissioner Kulesza seconded. The motion was approved 6-0.

Letter to the Public

Discussion was made a few meetings ago about sending a letter to property owners in the New Chauncey Historic District letting them know what the Commission can do and what they'll be able to do. The letter was discussed and there were some grammatical and/or spelling errors that need to be changed.

Commissioner Sweet asked how the meetings were publicized. It was explained that the notices are sent to the media via email and there are also notices posted in the Morton Community Center as well as the West Lafayette Public Library.

Commissioner Bunder suggested that the Commission have an information session or a kickoff luncheon for the Community to attend in order to learn more about it. Mr. Poole suggested that it wait until May 2015 for Historic Preservation Week, but until then continue to send communications so that the property owner's know what is going on with the Commission. If the Commission waits until May it gives us plenty of time to work with other organizations such as New Chauncey Housing to plan a community event. Commissioner Curtis is happy to re-vise this letter to communicate with property owners in a different, more exciting way. Commissioner Bunder motioned to table letter until the next meeting when another draft can come out to review. Commissioner Keller seconded. Approved 6-0.

Commissioner Keller has suggested we point out projects that were done by through the COA process. Commissioner Bunder suggested we could even highlight the work that New Chauncey Housing is doing with restoring the houses to historically accurate.

Discussions were mentioned regarding holding elections at the next meeting when the full commission is present. The ordinance was reviewed by the members and discussion took place regarding the ordinance as it regards elections and appointments.

Commissioner Keller suggested putting who is a voting and/or non-voting member of the Commission next to their name on the website along with when their appointment expires. Commissioner Bunder suggested the secretary have an excel spreadsheet with everyone's name on it, the year they go out of office, whether or not they were appointment by the Commission, the Mayor or City Council and whether they are a resident or non-resident of the city.

Commissioner Newman moved to adjourn. Commissioner Sweet Seconded. Unanimous approval.

The meeting adjourned at 6:38 p.m.

Linda Martin, Secretary